

TO:	CHAIR AND MEMBERS FINANCE AND ADMINISTRATIVE SERVICES COMMITTEE MEETING ON MONDAY, OCTOBER 15, 2012
FROM:	MARTIN HAYWARD MANAGING DIRECTOR, CORPORATE SERVICES AND CITY TREASURER, CHIEF FINANCIAL OFFICER
SUBJECT:	PROCUREMENT OF GOODS AND SERVICES POLICY REVISIONS

RECOMMENDATION

That, on the recommendation of the Managing Director, Corporate Services and City Treasurer, Chief Financial Officer, the following actions **BE TAKEN** with respect to the City of London's Procurement of Goods and Services Policy:

- a) The attached proposed By-Law, being a By-Law to amend By-Law No. A.-6151-17, **BE INTRODUCED** at the Municipal Council meeting on October 30, 2012, to revise Schedule "C" to By-Law No. A.-6151-17 being the Procurement of Goods and Services Policy, including;
- (i) the replacement of Executive Directors and Directors with Managing Directors and the replacement of Departments with Service Areas in addition to updates made for other current organizational changes;
 - (ii) the addition of 20.3 regarding Contract Amendments/Extensions to Schedule A;
 - (iii) various other minor "housekeeping" items as required.

BACKGROUND

The purpose of the Procurement of Goods and Services Policy (Appendix A) is to ensure the Corporation is receiving best value; the process is open, fair, transparent, and competitive; and to provide the tools required to be responsive to our internal business needs. The current Procurement of Goods and Services Policy has been in place since November 2009, with a minor change made in October 2010 and a further major update in December 2011. The recent re-organization at the City needs to be reflected in the Policy as the basis for various processes and approvals.

The recommended changes will recognize the recent organizational changes at the City of London and allow for bid document changes to reflect the current approval matrix.

PREPARED BY:	CONCURRED BY:
JOHN FREEMAN MANAGER, PURCHASING & SUPPLY	MIKE TURNER DEPUTY CITY TREASURER
RECOMMENDED BY:	
MARTIN HAYWARD MANAGING DIRECTOR, CORPORATE SERVICES AND CITY TREASURER, CHIEF FINANCIAL OFFICER	

- c: Art Zuidema
John Braam
George Kotsifas
John Fleming
William Coxhead
Lynne Livingstone
Jim Barber
Veronica McAlea Major